

Good morning! We have a short, four-day week this week, and then a well-deserved break for each of you. This is an important time to check in with your students, as often there are some who don't anticipate the break from school quite as much as the others. Let's make it a great week!

Protect Your Prep Time

Several issues have come up regarding use of prep time. **Please remember prep time is to be used at your own discretion.** That means that your admin cannot require you to attend an IEP, or any kind of meeting, during your prep time. They cannot require you to cover another class, to take kids into your classroom during inclement weather, meet with parents, meet regarding your evaluation, nothing. You may choose to volunteer to do what they ask, but that is entirely up to you since the collective bargaining agreement protects your prep time.

Of course if your admin gives you a directive to attend a meeting, you would need to do so, but you should tell them at that point that you will file a grievance to be paid at your per diem rate, not extra services or any other rate, and will notify your site rep or me immediately. If they need to schedule an appointment, they should send a sub to cover your class, or work with you to schedule a time that is convenient for you.

Speaking of Directives...

Please be prepared to ask, "Is this a directive?" It has come up quite a lot lately that teachers are being asked to do things they aren't quite sure they are required to do. It would also be a good idea to follow up admin's response with, "Can I get that in writing?" I would suggest asking both these questions prior to following any directive. If they state that yes, it is a directive, but won't put it in writing, please notify your rep or me as soon as possible. It is likely something they shouldn't be requesting you to do. Also notify us if they say yes, and they do put it in writing. Not following a directive is insubordination, but we would want to make sure the directive is not a violation of the contract, or illegal.

Volunteers Needed for CVTA Committees

We are looking for more people to volunteer to help out on CVTA Committees. We often have a committee of one, which is not a good practice, and makes a lot of work for just a few people.

Please consider donating some of your time to be part of one of these committees...membership participation is the key to strengthening our union! Your name will be considered when the CVTA Executive Board meets during the summer. [You can find the list of committees here.](#)

Teachers and the Law PD [registration link](#)

This PD is full, but you can still ask to be placed on the waiting list. If there is enough interest, we will try to get another one or two scheduled for next year. **If you signed up and know that you can't make it, please call and cancel so someone off the waiting list can attend.**

Cameras in the Classroom

We have been told the investigation regarding the camera at SM is done, so now we are just waiting for the report. We are still working on what CVTA's next steps need to be to make sure this doesn't happen again. As soon as there is any information, we will share it with you.

Be aware that there was a report from a teacher who had a parent record in the classroom without permission. This apparently happened when the parent was in the classroom to observe their own child. Please know that this is a violation of California Ed Code as well! When you have visitors to your classroom, it may be a good idea to remind them every time that recording without permission will not be tolerated, and is actually considered a misdemeanor.

Professional Library:

Don't forget to take a look CVTA's professional library! We have books available for you to borrow if you want to learn new techniques, stay motivated, and more. If you have any books you would like to donate for the library, please let me know. [You can find the list of available books here](#). The list should also be available on your site's CVTA bulletin board. Happy reading!

CalSTRS Counselors at the CTA Palm Desert Office: Now you can schedule sessions locally (usually we have to drive to either Palm Springs or Riverside). One way to schedule an appointment with these counselors is on the <https://www.calstrs.com/mycalstrs> website. You can also schedule by calling (800) 228-5453 and selecting option 3. **A real CalSTRS Counselor will never send you an email advertising his/her services via District email...those are spam and are usually salespeople.**

Contractual Issues Happening Right Now

Remember that the contract is an agreement between CVTA and the District and it was bargained in the best interest of students and teachers. That means that both sides agreed to abide by what is included in the contract, so when something needs to be cited from the contract, it isn't what "the District said" or what "CVTA said"... it is what was agreed to and is therefore legally binding.

[Find the contract here](#). Here are the things we are working on:

- **No CVTA Grievances at this time.**
- Grievances need to start at the informal level. This means that you have a conversation with your immediate supervisor, whether face to face or via email, in order to give them the opportunity to remedy the situation. It is important that you actually state, "This is my informal grievance." This will begin the timeline, and will ensure your administrator understands that there is a timeline to follow.
- **[Williams Complaint Form](#)** - Some of you have asked for this form, which can be used for complaints about facilities and textbooks or instructional materials. This form could be an option when a grievance isn't the appropriate path to deal with a situation at your site.

Here are some important dates to keep in mind:

- **April 18th** - School Board Meeting at DO, 5:30 pm
- **April 19th**- Spring Break begins (no school this day)
- **April 29th** - Return from Spring Break
- **April 30th** - Bargaining - Please support your team by wearing your CVTA shirts!
- **April 30th** - CVTA Executive Board Meeting, CVTA Office, 4:30 pm
- **May 2nd** - Teachers and the Law PD at CTA PD Office 4:30-6:00

PBIS Tip: www.pbisworld.com

Week of April 15, 2019:

Universal Expectation : Assembly

Classroom Survival Skill: Making an Apology

Growth Mindset Affirmation: I will succeed.

Restorative Question: Camping or cabin, and why?

A Tip from Technology Services:

If you need any assistance with incorporating technology tools into your lesson design, don't hesitate to [book a member of our iCenter Team](#).

A Tip from EL Services:

If you would like assistance in your classrooms, please schedule an appointment with one of our EL TOSAs by clicking the links below:

Araida Flores araida.flores@cvusd.us, araidaflores.youcanbook.me/

Maribel Carrillo macarrillo@cvusd.us, maribelcarrillo.youcanbook.me/

Please share this email with anyone you know that does not already receive it. There is a link near the top to sign up on our mailing list. These newsletters are always posted on our Facebook page, as well, which can be accessed even if you don't have a FB account. It is a public page and can be seen by anyone who visits it. Thank you!

Carissa Carrera
CVTA President

"You can't do it unless you organize."